

Assessment and Questionnaires Instructions and When to Complete

During Orientation

1. Print and copy the [Application Form](#) and [Skills Assessment #1](#).
2. Hand them out to each family and have them complete each form and return to you.
3. Put the completed [Skills Assessment #1](#) forms in a large envelop and mail to:

The Boston Digital Bridge Foundation
Josefina Bonilla-Ruiz
One City Hall Square, Ninth Floor
Boston, MA 02201

4. Keep the applications on file at your school.

Prior to the First Training

1. Refer to [How to Enter Family Information into the TGH@School Database](#)
2. Enter data from each family's application into the webbased database. Click here to go to the [TGH@School Database](#)

At the First Training

1. Print and copy the [Questionnaire #1](#) and [Instructions](#).
2. Hand them out to each family and have them complete Questionnaire #1. Make sure the each family prints their name in the space provided on the first page of the Questionnaire.
3. Put the completed [Questionnaire](#) in a large envelop and mail to:

The Boston Digital Bridge Foundation
Josefina Bonilla-Ruiz
One City Hall Square, Ninth Floor
Boston, MA 02201

At the Last Training

1. Print and copy the [Questionnaire #2 with Skills Assessment 2](#) and [Instructions](#).
2. Hand them out to each family and have them complete Questionnaire #2 with Skills Assessment2.
3. Put the completed [Questionnaire](#) in a large envelop and mail to

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